

**MONROE PORT COMMISSION
REGULAR MEETING MINUTES
Wednesday, December 16, 2015 - 7:00 p.m.
10 Port Avenue - Monroe MI 48161**

1. Call to Order: 7:00 p.m.
2. Members Present:
Dale H. Brose, Chairman
Thomas G. Myers, Vice Chairman
Kenyon S. Calender, Secretary
Thomas A. Krzyston, Commissioner
Lisa M. Leachman, Commissioner

Others Present:
Paul C. LaMarre, Port Director
Matthew D. Budds, Port Legal Counsel
John Emig, Port Engineer
David Hoffman, County Commissioner
3. Additions/Deletions to the Meeting Agenda: None.
4. On a motion by Commissioner Calender and seconded by Vice Chairman Myers, the Meeting Agenda was approved: Ayes 5; Nays 0. Motion passed.
5. On a motion by Vice Chairman Myers and seconded by Commissioner Leachman, the Regular Meeting Minutes of the Wednesday, November 18, 2015 Meeting were approved. Ayes 5; Nays 0. Motion passed.
6. Public Comment: None
7. On a motion by Commissioner Leachman and seconded by Vice Chairman Myers, the Consent Agenda was approved. Ayes 5; Nays 0. Motion passed.
 - 7.1 Approve and place on file Port of Monroe Expenditures - Order 0427 November 19, 2015 through December 15, 2015
 - 7.2 Accept and place on file AKT Peerless invoice 41058 in the amount of \$1,440 for cost incurred to provide loan closeout reporting at 1205 E. Elm Street (Services 11-1-15/11-30-15) to be submitted to the Downriver Community Conference Consortium EPA Revolving Loan Fund (RLF) for the pump house demolition project.
8. Unfinished Business:
 - 8.1 The Suspense Calendar was reviewed and updated.

9. Old Business

- 9.1 On a motion by Vice Chairman Myers and seconded by Commissioner Calender, Item 9.1 AKT Peerless Invoice #40940 in the amount of \$4,634.08 (services 8-1-15/8-31-15)(Reimbursable MEDC loan) for Brownfield consulting and support services for property 10 Port Avenue was taken from the table for consideration. Ayes 5; Nays 0. Motion passed.

On a motion by Commissioner Krzyston and seconded by Vice Chairman Myers, Item 9.1 AKT Peerless Invoice #40940 in the amount of \$4,634.08 (services 8-1-15/8-31-15)(Reimbursable MEDC loan) for Brownfield consulting and support services for property 10 Port Avenue was approved. Ayes 5; Nays 0. Motion passed.

10. New Business:

- 10.1 On a motion by Vice Chairman Myers and seconded by Commissioner Leachman, the Chairman was authorized to execute the Michigan Strategic Fund Investment Agreement and any related documents, including the TIF Assignment, on terms substantially similar to those defined in this Term Sheet dated December 16, 2015 after review and approval by the Port Director and Port Legal Counsel. Ayes 5; Nays 0. Motion passed.
- 10.2 On a motion by Vice Chairman Myers and seconded by Commissioner Leachman, Johnson & Anderson Invoice #38738R in the amount of \$31,855.00, (Reimbursable MEDC loan) for services (July 31, 2015) related to scoping and estimating dock preliminary to State funding. To be paid when MEDC financing is available and received, was approved. Ayes 5; Nays 0. Motion passed.
- 10.3 On a motion by Commissioner Leachman and seconded by Commissioner Calender, Johnson & Anderson Invoice #38828 in the amount of \$2,102.50, (Reimbursable MEDC loan) for services (August 29, 2015) related to scoping and estimating dock preliminary to State funding. To be paid when MEDC financing is available and received, was approved. Ayes 5; Nays 0. Motion passed.
- 10.4 On a motion by Vice Chairman Myers and seconded by Commissioner Calender, Johnson & Anderson Invoice #38829 in the amount of \$2,997.50, (Reimbursable MEDC loan) for services (September 26, 2015) related to scoping and estimating dock preliminary to State funding. To be paid when MEDC financing is available and received, was approved. Ayes 5; Nays 0. Motion passed.
- 10.5 On a motion by Vice Chairman Myers and seconded by Commissioner Leachman, Johnson & Anderson Invoice #38830 in the amount of \$2,547.50, (Reimbursable MEDC loan) for services (October 31, 2015) related to scoping and estimating dock preliminary to State funding. To be paid when MEDC financing is available and received, was approved. Ayes 5; Nays 0. Motion passed.

- 10.6 On a motion by Commissioner Krzyston and seconded by Commissioner Leachman, Johnson & Anderson Invoice #38827R in the amount of \$3,255.00, (Reimbursable MEDC loan) for services (November 28, 2015) related to scoping and estimating dock preliminary to State funding. To be paid when MEDC financing is available and received, was approved. Ayes 5; Nays 0. Motion passed.

11. Staff Reports:

- Paul C. LaMarre III:
Commented on legislative affairs and the work of Representative Sheppard. Described a meeting held in Lansing concerning port matters. Commented on Dan Swallow's new position and the void created by his transition.
- John Emig:
Commented on the proposed gypsum storage building and related activity
- Matthew D. Budds:
Described the timeline of events concerning the Michigan Strategic Fund loan documents.
Commented on gypsum discussions.

12. Other Business that may come before the Port Commission: None

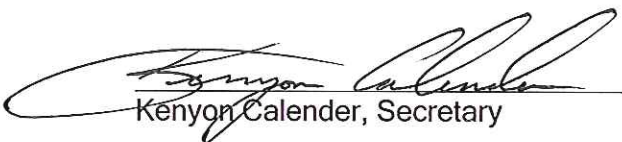
13. Port Commissioners Comment: Chairman Brose commented on the conclusion of the calendar year and thanked Director LaMarre for his dedication and energy. Commissioner Myers commented on the meeting with Plante Moran concerning the audit. Commissioner Myers reported that the audit process was orderly and that the Port staff received compliments from Plante Moran.

14. Public Comment: County Commissioner David Hoffman commented that the County was impressed with the Port's activity.

Attorney Budds commented that Item 9.2 from the November 18, 2015 meeting would fail at the conclusion of the December 16, 2015 meeting if not taken up from the table.

15. Adjournment: On a motion by Commissioner Calender and seconded by Commissioner Krzyston, the meeting was adjourned at 8:35 p.m. Ayes 5; Nays 0.

These minutes are not considered official until approved by the Monroe Port Commission at their next regular scheduled meeting, Wednesday, January 20, 2016.


Kenyon Calender, Secretary

January 20, 2016
Date